



County of Fairfax, Virginia

MEMORANDUM

DATE: June 28, 2006
TO: Medicaid Recipients
FROM: Fairfax County Department of Family Services
SUBJECT: **Important** Changes in the Medicaid Program

This is to let you know that beginning July 1, 2006, a new federal law requires that any Medicaid applicant or recipient who is a United States citizen must provide proof of his or her **citizenship** and **identity**. If you or your children are **not** a U.S. citizen and we have proof of your immigration (alien) status, this change does not apply to you.

If you and/or other family members receive Medicaid and are United States citizens, **each person must provide proof of citizenship and identity at your next Medicaid review.**

By federal regulation, **only certain documents can be accepted.** The attachment – “How To Verify US Citizenship & Identity for Medicaid” – gives a list of acceptable documents. Your worker must see the **original** documents – copies cannot be accepted.

We are telling you about this change now because we want you to have time to get the documents needed for your next Medicaid review. If you do not have these original documents, we recommend you begin to obtain them now as it may take several months for you to get a birth certificate. We do not want you or your children to lose health care coverage because you do not have the newly required documents.

Do not mail your original documents now. Wait until you are contacted by your caseworker regarding your Medicaid review. This is when we will need to see the documents.

If you have questions about this letter or need assistance, please call your caseworker. **Our offices are open Mondays through Thursdays from 7 a.m. to 7 p.m. and Fridays from 8 a.m. to 4:30 p.m.**

Fairfax County is committed to nondiscrimination on the basis of disability in all county programs, services and activities. Reasonable accommodations will be provided upon request. For information, call Deanna Velasco at 703-324-7743; TTY 703-222-9452.

How To Verify US Citizenship & Identity for Medicaid

FAIRFAX COUNTY DEPARTMENT OF FAMILY SERVICES

JUNE 2006

THESE DOCUMENTS CAN BE USED TO VERIFY U.S. CITIZENSHIP (listed in order of preference)

- US Passport (expired passport can be accepted as long as it was issued without limitation)
- Certificate of Naturalization (DHS Forms N-550 or N-570)
- Certificate of United States Citizenship (DHS Forms N-560 or N-561)
- US public birth record showing birth in:
 - o One of the 50 states
 - o District of Columbia
 - o American Samoa (including Swain's island)
 - o Puerto Rico (on or after 1/13/1941)
 - o US Virgin Islands (on or after 1/17/1917)
 - o Northern Mariana Islands
 - o Guam (on or after 4/10/1899)
- Certification of Report of Birth issued by the Department of State (DS-1350)
- Consular Report of Birth Abroad of a Citizen of the US (Form FS-240)
- Certification of Birth Abroad (Form FS 545)
- US Citizen ID Card (Form I-197 or I-179)
- Northern Mariana Identification Card (Form I-873) issued to a collectively naturalized citizen of the US who was born in the Northern Marian Islands before 11/3/1986.
- American Indian Card issued by Dept of Homeland Security with the classification code "KIC" Form I-872
- Final adoption decree that shows the child's name and US place of birth
- Evidence of civil service employment by US Government that shows employment prior to June 1, 1976
- Official military record of service that shows a US place of birth
- Extract of hospital record
 - Must be on hospital letterhead
 - Established at the time of the person's birth and created at least 5 years before Medicaid application
 - for children <16, created near time of birth or 5 years before Medicaid application
 - Indicates a US place of birth
 - Souvenir "birth certificates" are not acceptable
- Life, health, or other insurance record showing a US place of birth
 - o Created at least 5 years prior to Medicaid application date.
- Affidavit, if no other documentation is available (Discuss with your worker. Restrictions apply)

THESE DOCUMENTS CAN BE USED TO VERIFY IDENTITY (listed in order of preference)

- US Passport (expired passport can be accepted as long as it was issued without limitation).
- Certificate of Naturalization (DHS Forms N-550 or N-570)
- Certificate of United States Citizenship (DHS Forms N-560 or N-561)
- Current State Driver's license bearing the individual's picture or other identifying information such as name, age, sex, race, height, weight or eye color
- School identification card with a photograph of the individual
- US Military card or draft record
- Identification card issued by Federal, State, or Local government with the same information included on a driver's license
- Military dependent's identification card
- Native American Tribal document
- US Coast Guard Merchant Mariner card

For children under 16 years of age:

- School records may include nursery or child care records (not in-home childcare provider)
- Affidavit, if no other document is available -must be signed under penalty of perjury by parent or guardian stating the date and place of birth **AND** cannot be used if affidavit of citizenship was used.